

NPC PERS-461 Courtesy Mobilization / Demobilization Request Guide (July 2015)

***** IT IS THE SAILOR'S RESPONSIBILITY TO PROVIDE ALL DOCUMENTATION REQUIRED FOR THIS REQUEST*****

Courtesy mobilizations or demobilizations require the concurrence of the Reservist, losing Navy Reserve Activity (NRA)/Navy Operational Support Center (NOSC), and gaining NRA/NOSC. Courtesy mobilizations or demobilizations must be applied for separately and will be approved on a case by case basis as cost advantageous to the government. Unless otherwise specified below, the gaining NRA/NOSC takes full responsibility for the preparation and readiness of the Reservist. **All requests must be submitted and approved 30 days prior to the event date.**

The Reservist is responsible for providing justification to PERS-46 for the courtesy mobilization/demobilization in the form of **proof of cost benefit** (i.e., mileage calculations or plane ticket cost), **home lease or rental agreement**, or other appropriate documentation. **Requests will not be accepted without proof of residence and cost benefit.**

Upon approval, the order modification will be released via message traffic. If the request is denied, the parent NRA/NOSC mobilization coordinator will receive notification from the NESAs helpdesk. NESAs contact information: nesa@navy.mil. **Requests will not be approved solely for the convenience of the Sailor.**

Select one: ☐ **Mobilization Request** ☐ **Demobilization Request**

Name of requester (Last, First, MI):

Rate/Rank: _____

Best contact email address and phone number:

Noble Eagle Number: _____

Ready Load Date or Date Leaving Theater (DD MMM YYYY):

Place Entered Active Duty (PLEAD) address on orders (City, State)

Scheduled NRA/NOSC for Mobilization/Demobilization:

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Desired NRA/NOSC for Mobilization/Demobilization:

Signature & Date of Member:

Signature & Date (or enclosed email) of Losing NRA/NOSC CO:

Signature & Date (or enclosed email) of Gaining NRA/NOSC CO:

Losing/Gaining NRA/NOSC Conditions for this Courtesy
Mobilization/Demobilization & Notes:

Submit Courtesy MOB/DEMOB requests to nesa@navy.mil along with supporting documentation.